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grants for the Arts
San Francisco Hotel Tax Fund

City and County of
San Francisco
City Hall, Room 347
San Francisco, CA 94102

Grants for the Arts
Citizens Advisory Committee
Docket Meeting 1

Wednesday, April 26, 2006

9:30am – 12:30pm
City Hall, Room 421

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to be taken from the library

erta Concha, chair; Marie Acosta; Clara Chun; Jackie Goosby;
s Roppel; Ruth Williams

irector; Juan Domínguez; Renee Hayes; Valerie Tookes; and

at 9:45 a.m.

06/07 Docket
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Ms. Goosby asked why Stepology was declined as they seemed like a good applicant.

Mr. Domínguez replied that while they are a promising organization, they have only produced one festival to date, and fail to meet the minimum criteria of two years of publicly accessible programs.

Ms. Goosby asked what the Commonwealth Club needed to do in order to make a more compelling case for inclusion on the docket.

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San Francisco Hotel Tax Fund

City and County of
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City Hall, Room 347
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Grants for the Arts
Citizens Advisory Committee
Docket Meeting 1

Wednesday, April 26, 2006

9:30am – 12:30pm
City Hall, Room 421

Advisory Committee present: Berta Concha, chair; Marie Acosta; Clara Chun; Jackie Goosby; Marie Jones; Pat Kilduff; Charles Roppel; Ruth Williams

Staff present: Kary Schulman, Director; Juan Domínguez; Renee Hayes; Valerie Tookes; and Khan Wong

The meeting was called to order at 9:45 a.m.

1. **New Applicants for FY 06/07 Docket**
   Organizations recommended for decline:
   Dandelion Dancetheater
   Liss Fain Dance
   Stepology
   Commonwealth Club of California
   City Concert Opera Orchestra
   Creative Voices
   San Francisco Academy Orchestra
   San Francisco City Chorus
   Black Rock Arts Foundation
   Root Division
   The Society of California Pioneers

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Mrs. Concha asked if any of the Committee members had questions or disagreements with the Staff recommendations for declines.

Ms. Goosby asked why Stepology was declined as they seemed like a good applicant.

Mr. Domínguez replied that while they are a promising organization, they have only produced one festival to date, and fail to meet the minimum criteria of two years of publicly accessible programs.

Ms. Goosby asked what the Commonwealth Club needed to do in order to make a more compelling case for inclusion on the docket.

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Ms. Schulman stated they need to promote their events to the general public – currently no money is spent on marketing/publicity/promotion to potential audience members outside Club membership.

Ms. Kilduff and Ms. Jones reported that they have received membership solicitations from the organization, and the materials give the impression that their events are for members only.

The recommendations for decline were approved.

Groups recommended as Meeting Criteria:
Decisions to fund if money is available are unanmious unless otherwise indicated.

Abada Capoeira: Mrs. Concha recused herself from the discussion of this applicant. Mr. Domínguez reported that this group has applied a number of times in the past, but have strengthened their public programs over the years.

Radar Productions: Mr. Wong reported that this organization, while young, has attracted institutional funders and attracts audiences that surpass those of some current grantees in the same category (Literary Arts).

Ms. Williams and Mrs. Concha believed GFTA should wait a year before funding this group. This would allow GFTA to see how they perform on their Arts Commission grant and perhaps establish themselves as being less personality/artist-driven.

Votes to fund: Ms. Acosta, Ms. Goosby, Ms. Jones, Ms. Kilduff, Mr. Roppel
Votes to decline: Ms. Chun, Mrs. Concha and Ms. Williams

3rd I S.F. International South Asian Film Festival: Mrs. Concha asked what sets this event apart from the other film festivals in the City, other than the South Asian focus.

Mr. Domínguez noted they have strong audiences for their budget size.

A discussion of the **International Latino Film Festival** took place here, but is recorded with the other applicants in the "undecided" category.

Eugene & Elinor Friend Center for the Arts: Mr. Domínguez reported that this entity is the arts presenting arm of the Jewish Community Center. This is an attractive venue available to the arts community. Staff suggestion is to target awarded funds to subsidize the presentation of other arts groups, much like the arrangement with the Cowell Theater.

Fresh Meat Productions: Ms. Schulman reported that this organization's work is cutting edge and already has attracted funding, audiences and excellent reviews.

Mrs. Concha noted the strong administration.

Del Sol String Quartet: Ms. Hayes reported that this organization has just reached the threshold of fundability. She noted that the group demonstrates committment to performing works by composers of color and women.

Mrs. Concha noted that this is the organization's fourth application, and they have taken

GFTA suggestions well.

Ms. Kilduff noted that this group is a prime example of how clear GFTA criteria are used to bring an organization from initial decline, to taking GFTA suggestions, to meeting criteria.

Greek Flag and Cultural Day Celebration and Parade: Ms. Schulman reported that this group has also taken GFTA suggestions and refocused the event to be more a cultural celebration and less an "independence day". She stated that this year's parade had good attendance and was colorful and festive.

Ms. Williams noted that this event's largest expense is the rental of City Hall. She stated that it would be inappropriate for GFTA funds be paid back to the City for the rental of City Hall, and suggested GFTA funds be directed to promote the event to the public.

Parol Festival: Ms. Hayes noted that this organization's previous application asked for support of tours and a variety of other programs. Staff had noted at that time that the Parol Festival was the strongest of the events. It has now taken place for three years and receives good press and community participation. In addition, it is a cultural event that enlivens its neighborhood.

A stipulation on a grant award would be that funds go towards promotion of the Parol Festival only.

Cutting Ball Theater: Ms. Schulman reported that though the audience numbers are small, they represent a high percentage of house capacity. The young group produces quality work, features emerging performers and directors and receives respectful reviews for well-realized productions.

San Francisco Playhouse: Ms. Schulman noted that this organization represents an interesting contrast to the previous group in that it is founded by an artist in midcareer. The space itself is professional and the productions values are good; the theater employs a union stage crew and equity performers. The board, however, is small. It was also noted that the group will be relocating for up to one year to a temporary space while its permanent home undergoes a seismic retrofit.

Ms. Acosta stated she was heartened to see the applications by these young, small theater companies and felt that they're positive signs of theater being revitalized in the City.

National Japanese American Historical Society: Ms. Hayes noted that while this group has a national reach, it is based in San Francisco. She reported that they maintain a small gallery at the Peace Plaza in Japantown and will also be collaborating with the Sundance organization (which recently purchased the Kabuki Theater). Any awarded funds must carry the stipulation that they be spent on public programs.

Chamber Music San Francisco: Ms. Hayes reported that this group presents a concert series at the Florence Gould Theater at the Palace of the Legion of Honor. She stated that the audience capacity is a little low, but the group is strong artistically and gets positive reviews. She also noted the strong administration. The group co-promotes its events with the Fine Arts Museum to the musem membership.

Mrs. Concha asked how this group's audiences compare to similar groups.

Ms. Hayes replied that their audiences compare favorably to those of other chamber music ensembles.

Discussion

Castro Street Fair: Ms. Schulman reported that this application was driven by increased City costs associated with producing the event. She stated that Staff has heard from other parades that more and more of their City funding must be applied to cover City costs.

Ms. Kilduff moved that the application be declined. Ms. Jones seconded.

Vote to decline funding was unanimous. The primary reason is GFTA does not fund benefits, and this organization's costs could be covered by a reduction in their contributions to other non-profits.

International Latino Film Festival: *(this discussion actually took place after the discussion of the 3rd I International South Asian Film Festival, but is recorded here in its proper category.)* Mr. Domínguez stated the main issue with this organization is that they have only been based in the City for one year.

Ms. Kilduff pointed out that the Marin Community Foundation, one of this group's funders, only funds organizations based in Marin.

Ms. Goosby agreed that this organization needs to more strongly establish San Francisco residency.

Ms. Acosta suggested that GFTA wait a year and see how the residency and funding issue develops.

Approval to decline was unanimous.

2. Advisory Committee Policy Changes

A. The first issue addressed was **insuring the docket is fair and that all groups ultimately receive the appropriate level of funding for their category.** Ms. Jones summarized the recommendations developed by Ms. Williams, Ms. Chun and herself. The proposals are to 1) institute proportional funding cuts each year for organizations that have been overfunded for two or more years; 2) that new groups brought onto the docket at the minimum grant level of $5,000 will be brought up to goal within three years as funds are available; and 3) ongoing groups which are under funded shall also be brought up to their categorical funding levels within three years as funds are available.

To address the overfunding of groups on the docket, the recommendation is to institute proportional cuts gradually to get those groups down to their goal amounts, and also to give them an opportunity to bring their budget up so that their current grant amount is no longer over goal. The process would be a warning letter at the group's second year of being over goal (grant is more than 20% of budget) with the first cut to take place in the third year. The cut would be a percentage of their amount over goal, not the entire grant.

This course of action will free up some funds that can be awarded to those organizations currently funded below GFTA's published goal amounts.

Ms. Goosby noted that whatever course of action is taken, GFTA must adhere to its own policies.

Ms. Acosta feels more notice may be necessary.

Ms. Kilduff noted that the goal amounts are published on all GFTA application materials.

Ms. Jones reiterated that a warning letter will be sent a year prior to the first cut.

Ms. Tookes noted that cuts were made with this year's grants.

Mr. Roppel suggested the matter of implementation be tabled until more data is presented regarding the groups that would be effected now, as well as the dollar amounts of the cuts and increases.

B. Ms. Chun summarized the issue with grants to Parades, noting that currently no funding goals are established for this category of grants.

Ms. Goosby asked if it was possible to target GFTA's grant to cover City costs.

Ms. Williams pointed out that would most likely mean those City departments would increase their costs.

The Committee requested that Staff prepare a spreadsheet detailing the fiscal impact of the proposed changes with the names of the events removed. The proposal to standardize the grant allocation schedule is detailed on the summary of Proposed Policy Changes (attached). This policy was adopted unanimously, with no exceptions to be made for grandfathered groups.

C. With regards to the "Watch list" the question is what alternative language could be used, and what is the criteria for a group to get on the list. Ms. Schulman noted that currently, the phrase is used internally only.

Mr. Roppel noted that the current internal/informal process is not incompatible with formalizing this list.

Ms. Williams suggested drafting a template checklist with criteria for getting on this list.

Ms. Chun suggested that as the docket is reviewed this year, note should be taken of the problem groups, language could be drafted for those groups and GFTA would then have a better understanding of what's needed.

D. Regarding the non-monetary support suggestions, no policy changes would be required to implement those activities.

3. **San Francisco Arts Task Force Report and Response**

Ms. Acosta suggested inviting Debra Walker, Chair of the Arts Task Force, to speak with the Advisory Committee regarding her perspective on the Task Force recommendations and their ramifications for GFTA.

Ms. Kilduff noted that Mr. Roppel and Ms. Hayes attended almost every Task Force meeting, and that it was clear what Ms. Walker's perspective is.

Mr. Roppel suggested that GFTA staff and Advisory Committee members discuss the recommendations and the minority report, and decide at that point whether meeting with the chair of the Task Force is necessary.

4. **Updates**

- San Francisco International Arts Festival
- Nonprofit Performing Arts Loan Program
- Prospective new Advisory Committee Members
- FY 05.06 Budget Supplemental Proposed by Supervisor Fiona Ma

Discussion of these items were tabled due to lack of time.

Meeting adjourned at 12:30 p.m.

Respectfully submitted by:

_____

Khan Wong, Operations/Program Associate

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San Francisco Hotel Tax Fund

City and County of
San Francisco
City Hall, Room 347
San Francisco, CA 94102

Grants for the Arts
Citizens Advisory Committee
Meeting #2
Literary Arts, Media, ½ Music, Theater and Visual Arts

Monday, May 22, 2006
9:30 a.m. -12:30 p.m.
City Hall, Room 421

Minutes

Staff Present: Kary Schulman (Director); Renee Hayes; Juan Domínguez; Valerie Tookes; Khan Wong

Advisory Committee Present: Berta Concha (Chair); Marie Acosta; Clara Chun; Jackie Goosby; Marie Jones: Pat Kilduff; Jackie Nemerovski; Chuck Roppel; Ruth Williams

1. Consent Docket

City Arts and Lectures: the Committee suggested that perhaps this group could use some of their substantial surplus to start an endowment.
Litquake
Playground: Ms. Acosta noted the organization's large operating deficit. Ms. Schulman pointed out that the group's surplus covered it.
Playwrights Foundation
Poetry Center
Small Press Traffic Literary Arts Center
Youth Speaks
American Indian Film Festival
Arab Film Festival
Berlin and Beyond/Goethe Institut
Center for Asian American Media
Film Arts Foundation: Ms. Schulman reported that this organization has still not identified a long-term executive director. It will be placed on next year's Watch list.
Frameline: Staff was instructed to continue to monitor the budget situation.

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San Francisco Black Film Festival
San Francisco Cinematheque
San Francisco Film Society
San Francisco Independent Film Festival
San Francisco Jewish Film Festival
San Francisco Silent Film Festival
Bay Area Omni Foundation for the Performing Arts
Encuentro del Canto Popular/Accion Latina
Golden Gate Men's Chorus
Loco Bloco
42nd Street Moon
Actors Theatre of San Francisco
Asian American Theater Company
BATS Improv: This group was mis-marked as "undecided." It meets criteria.
Campo Santo
Crowded Fire
Encore Theatre Company
Eureka Theatre Company
Exit Theatre
foolsFURY
Lobster Theater Project, The
Lorraine Hansberry Theatre
Magic Theatre: Staff should continue to monitor this organization as it seems there are some problems. Ms. Schulman explained that the general manager who stayed on from the previous artistic administration didn't mesh well with this current one. Additionally, important financial information had been withheld from the board.
Phoenix Arts Association Theatre/Gallery
San Francisco Mime Troupe: Mrs. Concha asked why this application was incomplete.

Ms. Tookes explained the group was missing some of the required insurance documentation. She went on to explain the new requirements for insurance documents and waiver requests, and that since this was the first year these documents were required with the application, Staff determined the penalty would not be imposed if the insurance items were the only things missing.

Mrs. Concha noted that the decision regarding the penalty should have been brought before the Committee. The letters indicating the penalties were waived will state that the waivers were granted by Committee approval.

San Francisco Shakespeare Festival
Shadowlight Productions
Theatre of Yugen
Traveling Jewish Theatre
Artists Guild of San Francisco
ArtSpan/Open Studios of San Francisco

California College of the Arts
California Historical Society
Cartoon Art Museum
Chinese Culture Foundation
Chinese Historical Society
Contemporary Jewish Museum, The
Creativity Explored
Gay, Lesbian, Bisexual & Transgender Historical Society
Mexican Museum: Ms. Acosta expressed concerns that this organization may be spending capital campaign funds on general operations and their programming has been reduced.

It was suggested that GFTA ask for an audit and clarification of the group's finances before awarding a grant.

Mr. Roppel moved that any decision on this grant be suspended until financial and programming issues are clarified.

Ms. Jones noted that in addition to the possible co-mingling of funds, the group has a lack of self-produced public events in addition to being incomplete and funded over GFTA goals.

It was agreed a decision on this grant would be held until the various issues are clarified.

Museo ItaloAmericano
Precita Eyes Mural Art Center
San Francisco Art Institute
San Francisco Camerawork
San Francisco Museum and Historical Society
San Francisco Performing Arts Library/Museum
Southern Exposure Gallery
Visual Aid: Artists for AIDS Relief

2. **Watch List**

Artists Television Access: Mr. Domínguez noted that the venue is always crowded and audiences are strong.

Ms. Acosta pointed out that there are sometimes external factors that contribute to a group's situation that are out of their control – an 80% rent increase certainly qualifies as that. She stated she was uncertain how GFTA could advise the group.

Ms. Jones noted that the group is overfunded according to GFTA's goals and that their grant will be reduced according to the new policies.

The group will be kept on the Watch list.

Instituto Pro Musica de California: Ms. Goosby stated she wasn't sure if this organization should continue to be funded.

Mr. Domínguez stated that despite their current difficulties, they do attract good audiences and the group fills a niche by presenting a rare music form.

Ms. Jones asked that Staff suggest that the group acquire an external harddrive to back up their files. It is easy to avoid the situation they now find themselves in (the computer containing important financial and other data was stolen).

Palabuniyan Kulintang Ensemble: Mr. Domínguez reported that the group did submit its required IRS documents.

Ms. Tookes explained that because of a lack of insurance, this group has had to cancel their only scheduled San Francisco event of the year.

Ms. Nemerovski noted that if this group were a new applicant, they would not be considered at all.

Mr. Domínguez suggested that receiving City funds may be too big a burden for this group, considering all the administrative requirements involved.

Ms. Hayes noted that they still meet criteria, based on last year's activities.

Ms. Jones suggested that they be warned that FY 06/07 will be their last year of funding unless they get their financials and insurance requirements in order, and produce San Francisco activities.

New Pickle Circus: Ms. Schulman reported on the many difficulties this group faced during their past season. While unfortunate, they are not debilitating and the group should be able to recover.

They will be kept on the Watch list.

Galería de la Raza: Mr. Domínguez reported that there are some questions regarding this group's financial reports. A final decision on the status of this award will be made after further investigation.

3. Discussion Docket

Cine Acción: Mr. Domínguez stated he has met with board members who assure him this organization can get its administration and financial situation in order.

Ms. Jones stated the group should receive a warning letter indicating that they are in jeopardy of being defunded if they do not raise more funds from other sources and reach a larger audience.

Mrs. Concha noted that it may have been our request they be more financially responsible that led to a reduction in screenings, which in turn led to lower audiences. Staff should ask what assistance they need to be both financially responsible and increase audiences.

Afro Solo Theatre Company: Ms. Hayes noted that this organization's cutting back on the number of performances as a means of cutting expenses also resulted in smaller audiences. She noted that the group spends little on marketing.

Ms. Kilduff suggested that as GFTA has some leverage with the Arts Monthly, and Staff might suggest that they feature small groups funded by this agency who cannot afford ad space.

Ms. Schulman replied that this group, as well as other small GFTA grantees, are regularly featured in the Arts Monthly.

Staff will continue to monitor this group's progress.

African American Historical and Cultural Society: Ms. Hayes reported that GFTA's grant still represents a high percentage of this group's budget, but they are addressing the issues raised previously. She stated that they have moved to a lower cost space and had a successful fundraiser. Since progress is being made, they continue to meet criteria and can be moved off the Watch list.

4. Citizen's Advisory Committee Policy Changes

Ms. Chun thanked Ms. Tookes for preparing the spreadsheets used to examine the fiscal implications of the proposed policy changes. (see attachments).

Policy 1.1: It was revealed that those groups funded below GFTA's goals are underfunded in the amount of $1.2M. Ms. Chun noted that the bulk of the underfunded groups are not groups brought on at the $5,000 minimum grant level over the past two years, but have been on the docket for longer than that.

Policy 1.2: This policy was revised since it was presented at the last meeting so that the cuts are proportional, but not the same percent each year so that by the third year, the entire amount of the overage will have been reached.

Ms. Jones suggested that in light of this data, new groups should be brought onto the docket more cautiously.

Ms. Kilduff suggested that at the fall retreat, GFTA should discuss finding a balance between meeting its funding goals versus giving the imprimatur of GFTA to those groups accepted onto the docket.

Ms. Tookes noted the $1.2M underfunded amount is to be addressed incrementally, not all at once.

Policy 2.1: with regards to the parades, the new policy establishes targets based on two budget categories: those parades whose budgets are less than $100K and those whose budgets are more than $100K. The budgets will include the budgets for the events only, not any ancillary activities the presenting organizations may undertake.

Policy 2.2: Proportional cuts will take place over the course of three years.

Mr. Roppel moved that the policy changes be adopted.

Ms. Kilduff seconded the motion.

The vote to adopt these policy changes was unanimous.

The discussion then moved to the "Watch" List.

Ms. Jones reviewed the draft of the "Watch" List/Defund warning letter.

Mrs. Concha suggested that the "self-produced" criteria be added to the programming list.

State requirements will also be added to the significant compliance issues list.

Mrs. Concha asked Staff to clarify how a group gets on the "Watch" List.

Mr. Domínguez explained that "watch" is an Advisory Committee assigned status; if groups need to be discussed, Staff will just mark the "discuss" box on the summary sheet, and the Committee will then decide if the group should be placed on the "Watch" List.

The discussion then moved to the issue of non-monetary support GFTA can offer the field.

Ms. Schulman stated she has spoken with John Killacky of the San Francisco Foundation regarding implementing item 9, particularly with regard to fiscal sponsorship and employee designation questions.

Steps to implement 10, 12 and 13 have also been taken.

Ms. Kilduff suggested that groups located in the same neighborhood promote themselves as a "district" and take out joint ads, and engage in cross-promotional activities.

5. San Francisco Arts Task Force discussion of Committee response

Mr. Roppel reported on his experience of the Task Force process, from his perspective as a non-voting member of the Task Force.

Ms. Williams suggested that an official position be taken by GFTA, and inquired what the proper mechanism is for doing so.

Ms. Acosta stated that the GFTA Advisory Committee should meet with a representative from the Task Force before issuing a group statement and taking an official position.

It was agreed that a representative of the cohort that signed the "Another View" report also be invited to that meeting, and that both representatives should be asked the same questions, which they will be given in advance.

A special meeting of the Advisory Committee will take place, after which a formal statement will be drafted to be submitted to Ed Lee.

The meeting adjourned at 12:30 p.m.

Respectfully submitted:

_____

Khan Wong, Operations/Program Associate

grants for the Arts
San Francisco Hotel Tax Fund

City and County of
San Francisco
City Hall, Room 347
San Francisco, CA 94102

Grants for the Arts
Citizens Advisory Committee
Meeting #3
(Dance, Multi-Arts, ½ Music)

06

Thursday, June 29 2006
9:30 a.m. -12:30 p.m.
City Hall, Room 421

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Minutes

Staff present: Kary Schulman (Director); Juan Domínguez; Valerie Tookes; Khan Wong

Advisory Committee present: Berta Concha (Chair); Clara Chun; Jackie Goosby; Marie Jones; Pat Kilduff; Jackie Nemerovski; Chuck Roppel

The meeting was called to order at 9:40 a.m.

Ms. Schulman informed the Committee that Associate Director Renee Hayes will be out on medical leave until the fall. She had been diagnosed with a brain tumor that has since been removed and found to be benign. She is expected to make a full recovery.

Agenda item 4 was discussed first because Ms. Chun was the lead on that item and has to leave the meeting early.

Ms. Chun reported on the meeting with Debra Walker (chair of the Arts Task Force) and Geraldine O'Brien (representing the "Another View" Report). Ms. Chun questioned the need to form an overarching arts department. She reported that while Ms. Walker indicated such a department wasn't a necessary part of the Task Force proposal, it did not seem that alternative courses of action were being seriously considered.

Ms. Schulman reported that GFTA will be getting a budgetary increase this year, as will the Cultural Equity Grants program of the Arts Commission. She also reported that the Mayor's intention is that the large groups should share in the increase in GFTA's budget. All votes are unanimous unless otherwise noted.

Ms. Kilduff suggested GFTA could begin to consider the geographic locations in the City of applicant organizations.

At this point in the meeting, Ed Lee, the City Administrator, introduced himself to the Committee members and thanked them for their work with GFTA.

Mr. Roppel asked Mr. Lee if there have been any further developments or ramifications related to the Flying Dutchman case (see May 26, 2005 meeting minutes for details).

Mr. Lee stated that he would ask for a briefing from the City Attorney's office on that matter.

At this point Mr. Lee left the meeting.

Ms. Jones asked if GFTA being solely dependent on Hotel Tax revenues precludes the agency from getting General Fund relief in down years.

Ms. Schulman replied that that is the case. However, in the current legislation, there is a 10% limit on both decreases and increases.

The idea of terms of service for Committee members is also on the list of items to be presented to Mr. Lee. Mr. Roppel stated whether or not they're instituted should be Mr. Lee's decision.

Ms. Schulman stated that the letter the Advisory Committee is preparing for Mr. Lee should reference both the Arts Task Force report and the "Another View" report.

Mr. Domínguez presented an update on the Latino International Film Festival. He made a positive report on a site visit and stated that he and Ms. Schulman had a positive meeting with the organization's leaders. While it's true they have not quite met the two-year residency deadline, they will have been in the City for two years by the time any award is made. Additionally, they have produced a number of events in the City. He stated that this organization makes a strong case for inclusion on the docket.

Ms. Kilduff noted that any award would be based on support of their San Francisco activity only.

The vote to fund this organization, budget permitting, was unanimous.

Item 2 on the agenda, the Discussion Docket, was taken up next.

San Francisco Ballet
San Francisco Opera: some concern was expressed that there is a $2.3M reflected as a note against the endowment, rather than as an accumulated deficit. Ms. Schulman pointed out that this is within the accepted accounting rules under the FASB system.

Ms. Schulman reported on the positive experience of the recent production of Madame Butterfly that was broadcast on large screens in Civic Center.

San Francisco Symphony
American Conservatory Theater: Ms. Goosby noted the strong quality of the program.
Exploratorium: Ms. Goosby noted the diversity of the board is low.
San Francisco Museum of Modern Art

Irish Arts Foundation: Mr. Roppel recommended that this group be sent a warning letter this year indicating they will be defunded next year if the situation does not improve. This group will be added to the Watch list.

Jon Sims Center for the Arts: Mr. Domínguez updated the Committee on the latest organizational issues that have arisen and the efforts by the interim executive director to address them. The programming continues to meet criteria, it's the administrative and financial aspects that are challenging. The group will be placed on the Watch list for the second year and they will receive a warning in this year's letter.

Jon Jang Performances: The group will be added to the Watch list this year, and concern regarding the low audience numbers and lack of self-produced events will be addressed in the letter.

1. Consent Docket
Votes to fund are unanimous unless otherwise noted.

Anne Bluethenthal & Dancers
Asian American Dance Performances
Capacitor
Chhandam Chitresh Das Dance Company
Chinese Cultural Productions
Company Chaddick
Dance Brigade/Wicked Witch Productions
Danceart, Inc.
Dancers' Group
Deborah Slater Dance Theater/Art of the Matter
Epiphany Productions
Flyaway Productions
Janice Garrett & Dancers
Jess A. Curtis/Gravity Physical Entertainment
Joe Goode Performance Group
Kunst-stoff: Staff was instructed to ask the organization to provide the numbers that were left off the application. The group should also be informed that the Advisory Committee is aware when such omissions are made.

LINES Contemporary Ballet
Margaret Jenkins Dance Company
Na Lei Hulu I Ka Wekiu
National Dance Week
ODC/San Francisco
Robert Moses' Kin
San Francisco Ethnic Dance Festival/World Arts West
Scott Wells & Dancers
Smuin Ballets/San Francisco
Stephen Pelton Dance Theater: Mr. Domínguez reported that this review should have been marked Meets Criteria/Watch. He stated that while there has been improvement, the audiences are still low. This group will be added to the Watch list. Mr. Roppel and Ms. Kilduff both requested that they be informed of future performances so that they can make site visits.

Theatre Flamenco of San Francisco
Yaelisa & Camino Flamencos
509 Cultural Center
Asian Pacific Islander Cultural Center
BRAVA! for Women in the Arts
CellSpace
Counterpulse
Cowell Theatre/Fort Mason Foundation
Eth-Noh-Tec Creations
Intersection for the Arts
Kulintang Arts
Marsh, The
New Langton Arts
ODC Theatre
QCC-San Francisco Center for Lesbian/Gay Art & Culture
San Francisco Center for the Book
San Francisco Performances
Slavonic Cultural Center
The.art.re.group, Inc./The Lab
Young Audiences of the Bay Area
American Bach Soloists
Chamber Music Partnership, Inc.
Composers, Inc.
Cypress String Quartet
Door-Dog Music Productions/World Music at Clarion
Golden Gate Performing Arts
Kronos Quartet
Lamplighters/Opera West Foundation

Lesbian/Gay Chorus of San Francisco
Magnificat
Melody of China, Inc.
Midsummer Mozart Festival
MSA/People in Plazas
Philharmonia Baroque Orchestra
San Francisco Chamber Orchestra
San Francisco Conservatory of Music
San Francisco Lesbian/Gay Freedom Band
La Pocha Nostra: It was noted that there has been a sharp decline in this group's budget.

New Conservatory Theatre Center
Teatro de la Esperanza
Theatre Bay Area
Theatre Rhinoceros: Ms. Schulman provided an update on this group's NPALP loan. She stated that 50% of the group's accumulated deficit will be eliminated if the group is successful in paying the amount required to forgive the loan.

Museum of Craft & Folk Art

Due to Ms. Hayes' illness, Staff comments on the following applications will be filed at a later date:

Purple Moon Dance Project
ZACCHO Dance Theatre
Asian Improv aRts
Cultural Odyssey
First Voice
Footloose Dance Co.
Kearny Street Workshop
San Francisco Maritime National Park Association
Society for Art Publications of the Americas
Stern Grove Festival Association
Z Space Studio
Noe Valley Chamber Music Series
Noontime Concerts
Old First Concerts
Other Minds
Pacific Chamber Symphony
Paul Dresher Ensemble
Rova: Arts
San Francisco Bach Choir
San Francisco Boys Chorus
San Francisco Chanticleer
San Francisco Choral Artists
San Francisco Choral Society
San Francisco Contemporary Music Players

San Francisco Girls Chorus
San Francisco Gu-Zheng Music Society
San Francisco Jazz Organization/SFJAZZ
San Francisco Live Arts
San Francisco Lyric Opera
Volti

2. **Discussion Docket:** see discussion above.

3. **Revisit New Applicants to prioritize funding:** it was decided this discussion would take place at the next docket meeting when GFTA's budget is closer to being finalized.

4. **San Francisco Arts Task Force discussion of Committee response:** see discussion above.

5. **Updates**

   Mr. Domínguez reported that **Galeria de la Raza's** financial reports have been reviewed by non-profit financial analyst Alan Levinson. He reported that on the $50K credit card debt, the group is making interest-only payments and is sometimes late with those. The store that may soon close is responsible for 30% of the group's earned income. There is also confusion over the number of employees the organization has and a concern that payroll taxes may not be paid properly.

   It was determined this organization will be added to the Watch list and Staff and Advisory Committee members will meet with leaders of the group before a grant award is formalized.

   Regarding the **Mexican Museum,** it appears that funds, including restricted funds, are being used for operations. This is allowed only if the board approves other uses for restricted funds. The current debt stands at approximately $600K.

   Additionally, the group has been late filing their 990's and it is unclear if payroll taxes are being paid.

   Mr. Roppel asked that the organization provide Staff with a program plan and budget for the upcoming year. Further, Staff and Advisory Committee will meet with the organization prior to any grant being awarded.

   Ms. Kilduff feels something beyond these actions should be done to address this group's difficulties involving not just GFTA, but all funding parties involved.

   Mr. Domínguez went on to provide an update on **Palabuniyan Kulintang**

Ensemble, reporting that he made a site visit to a performance held at a community center. He stated that the performance was artistically strong, but the production values were not professional. There has been no improvement in this group's performance and a number of warning letters and meetings with the group have already taken place over the past few years.

Mr. Roppel moved that the group be declined funding.
Ms. Nemerovski seconded the motion.

The vote to decline funding was unanimous because this organization no longer meets criteria.

The meeting was adjourned at 11:52 a.m.

Respectfully Submitted by:

_____

Khan Wong, Operations/Program Associate

grants for the Arts
San Francisco Hotel Tax Fund

City and County of
San Francisco
City Hall, Room 347
San Francisco, CA 94102

Grants for the Arts
Citizens Advisory Committee
Meeting #4
(Annual Celebrations & Parades)

Wednesday, July 19, 2006
9:30 a.m. -12:30 p.m.
City Hall, Room 421

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JUN 11 2007

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Minutes

Advisory Committee present: Berta Concha (Chair); Marie Jones; Pat Kilduff; Jackie Nemerovski; Chuck Roppel

Staff present: Kary Schulman (Director); Juan Domínguez; Valerie Tookes; Khan Wong

The meeting was called to order at 9:30 a.m.

It was announced that this would be the last meeting for Mr. Domínguez and Ms. Jones. Mr. Domínguez is relocating out of the country and has resigned his position, and Ms. Jones has accepted a position in Ft. Bragg and will be relocating there. In addition, Ms. Acosta has accepted a position in Henderson, NV, and will be relocating also.

1. Updates on applicants if necessary

Ms. Schulman reported that she, along with other members of the funding community, will be meeting with the leaders of the **Jon Sims Center for the Arts** which is undergoing severe administrative and fiscal difficulties at this time. The organization will be informed that GFTA intends to make a grant, but the issues must be addressed prior to it being formalized.

2. **Consent Docket**

Humanities West: Ms. Schulman reported that this organization has announced that it will produce a season in 2006/07, as this had been somewhat in doubt.

Earplay
New Century Chamber Orchestra
Pocket Opera
Bernal Heights Neighborhood Center (Fiesta on the Hill): Mr. Domínguez reminded the Committee that this event does not meet criteria, but had been added to the docket via an appeals process. However, the event is doing well and the budget has been growing. It may be a better candidate for funding by the Arts Commission's Community Festivals program.

Ms. Schulman noted that the organizers advertise the event to a greater extent than many other neighborhood festivals.

California Dragon Boat Association/Dragon Boat Festival
Chinatown Merchants Association/Autumn Moon Festival
Chinese Chamber of Commerce/Chinese New Year Parade
Columbus Day Celebration
Comedy Day, Inc.
Comite Mexicano Civico Patriotico/El Grito Ceremony: Mr. Domínguez reported that he has recommended to this group's leadership that they report all their income in the future, not just for the event. This might help them, vis-à-vis GFTA's percentage of support, given the newly adopted guidelines for funding in this category.

Dyke March
Intercultural Institute of California/Min-Sok Festival
Korean American Community Center/Korean Day Festival & Parade
Mission Neighborhood Centers/Carnaval
National Samoan Chiefs Council/Samoan Flag Day
Nihonmachi Street Fair, Inc./Nihonmachi Street Fair
Pacific Islanders' Cultural Association/Aloha Festival
Philippine Resource Center/Pistahan
Russian Center of San Francisco, Inc./Russian Festival
Sakura Matsuri, Inc./Cherry Blossom Festival and Grand Parade
SFLGBT Pride Celebration Committee, Inc./Pride Celebration
SOMA Merchants' & Individual Lifestyles Events/Folsom St. Fair: It was noted that this event is a significant and large tourist attraction.

United Irish Socieites of SF, Inc./St. Patrick's Day Parade
Vietnamese Community Center of San Francisco/Tet Festival

This year's award letter will inform this organization of the change in policies regarding guidelines on grant amounts for Parades.

3. **Discussion Docket**

Mission Neighborhood Centers/Cinco de Mayo: Mr. Domínguez reported that the same organizing committee will produce the event, but they are searching for a new fiscal sponsor as the event has proven to be too much of a drain on the Mission Neighborhood Centers.

Mrs. Concha asked that guidelines for determining appropriate fiscal sponsors be added to the agenda for the policy retreat.

Mr. Domínguez also noted that this event was one of the first Cinco de Mayo celebrations in the country, and was the only one in the region for a long time. Now that other cities in the area have their own celebrations, attendance at this particular event has diminished and it's more of a neighborhod celebration now.

4. **Index of Recommendations** *(please refer to budget materials, attached)*

Ms. Tookes distributed spreadsheets detailing the different funding scenarios for different categories of organizations.

Spreadsheet 1: Over goal groups

For the 14 groups identified that have been over goal for a number of years, Staff recommendations for reductions in the grant amount towards goal was accepted.

Spreadsheet 2: New groups

Mrs. Concha inquired regarding the new policy on underfunded groups, and expressed concern that bringing on new groups at small grant amounts may be creating more "debt" for the future.

Ms. Jones clarified that the policy is to bring groups on at the smaller amounts (of between $5,000 to $10,000, depending on budget size) with the goal of bringing them up to goal within three years.

Staff recommendation for funding 13 new groups was accepted. *(See minutes of the April 26, 2006 meeting for discussion details of these new grantees.)*

Spreadsheet 3: Big Six Organizations

Ms. Jones asked which of the options presented would best serve the entire arts community.

Ms. Schulman reported on her meeting with the Mayor, stating that his intention is to restore the cuts made two years ago within two years (three fiscal years).

The discussion then went on to **Spreadsheets 4A and 4B: Under goal groups.** Ms. Tookes presented the two scenarios.

It was decided that Scenario 4B would be adopted because under this scenario, more significant increases could be made to those groups most significantly under-funded. The status of those organizations who are under-funded by small amounts could change with budget fluctuations.

Ms. Jones proposed amending the division of new dollars as detailed in Spreadsheet 3 to a 60/40 split, so that 40% of GFTA's budget increase would go to the six largest organizations, and the remaining 60% would be divided among the under goal groups. This would result in the largest organizations receiving approximately 1/3 of the restoration that is to take place over the next three years. This would result in approximately $40,000 less to be distributed to the under goal organizations and the amount would be amortized over the entire group. The grants would be only slightly less than originally proposed, but still be a significant step towards bringing them up to GFTA's funding goals.

5. **General updates**

There were no general updates.

The meeting was adjourned at 11:15 a.m.

Respectfully submitted by:

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Khan Wong, Operations/Program Associate

grants for the Arts
San Francisco Hotel Tax Fund

City and County of
San Francisco
City Hall, Room 347
San Francisco, CA 94102

2006 Citizen's Advisory Committee Fall Policy Retreat

December 1, 2006
9:30 am – 3:00 pm

Community Technology Foundation
101 Spear Street, Suite 218
San Francisco, CA

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JUN 11 2007

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Minutes

Staff Present: Kary Schulman, Director; Renee Hayes; Valerie Tookes; Khan Wong

Advisory Committee Present: Berta Concha, Chair; Clara Chun; Dan Goldes; Pat Kilduff; John Killacky; Jackie Nemerovski; Chuck Roppel; Ruth Williams

The meeting was called to order at 9:47 a.m.

1. Introduction of new members

The new members of the Citizens' Advisory Committee are Dan Goldes, Vice President of Strategy and Development at the San Francisco Convention and Visitors Bureau and John Killacky, Arts Program Officer of the San Francisco Foundation.

Mr. Killacky's KQED Perspective recording, "The Dead Are My Mandala," was played in recognition of World AIDS Day.

2. Mexican Museum update and pending funding decision
see attachment(s) for details

Mrs. Concha summarized the Mexican Museum's (MM) situation, stating that the decision to fund this organization had been put on hold pending a review of its finances, programming and administrative issues. Members of the Committee had previously met with representatives of the museum, and Mrs. Concha stated she was satisfied the collection was now being taken care of properly.

Mr. Killacky reported that his foundation had made a grant to MM specifically for the care of the collection. He stated the collection is not currently in a climate controlled room.

Mrs. Concha suggested that the MM leadership be informed that GFTA cannot continue supporting them at the current level. She suggested that a reduced grant, proportional to their public programming budget, be made.

Mr. Killacky noted that since the organization is more than 12 months in arrears in rent, it would be a mixed message to continue funding.

Mr. Roppel agreed that no funding should be provided until the group's situation improves and there's public activity to justify funding.

Mr. Killacky suggested reducing funding to a level appropriate to their public programming activity, as if this were a smaller organization.

Ms. Chun noted that this organization hasn't been warned that de-funding was a possibility this year.

Ms. Williams stated that the ongoing issues – non-payment of taxes and using capital campaign funds for operating costs are enough to justify de-funding this group. She added that they are not currently functioning as a museum.

Ms. Schulman stated that funds could be held in reserve but not formally awarded unless certain conditions are met.

Motion to de-fund the Mexican Museum made by Ms. Williams.

Votes in favor: Ms. Williams, Mr. Goldes, Ms. Kilduff

Counter-motion made by Mr. Killacky, to award $10K for public programs only, if the funds can be matched from another source and documentation is provided. In addition, before any award is made, the following must be provided: budget for the year 2007, programming plans for 2007, proof of payment of employee taxes and a plan to retire the debt. Further, the group is to be informed this will be the last year of funding unless GFTA criteria are fully met.

Votes in favor: Mr. Killacky, Ms. Chun, Ms. Nemerovski, Mr. Roppel

Abstention: Mrs. Concha

Counter-motion approved.

The Committee also asked that the letter express disappointment that the situation has come to this, and concern that the collection not being on view is a loss to the community.

3. Nonrecurring Events Fund reinstatement
see attachment(s) for details

Ms. Tookes reported that approximately $280K is available for this program for the current fiscal year. The previous guidelines and application form was presented.

Ms. Hayes noted that the previous criteria of an organization's "significant anniversary" was a good approach and that this program was a good way of supporting organizations not ready for the docket.

Mr. Killacky stated that not funding docket grantees with this program could be a good way of being responsive to the community's desire that GFTA funding be more broadly distributed.

Ms. Kilduff suggested that collaborations between docket groups could be a good exception for this guideline.

It was decided that Staff will reissue the program goals and guidelines as recommended and relaunch the program in the last half of 2006/07.

4. Guidelines for appropriate Fiscal Sponsors

Ms. Hayes summarized the issues at hand: GFTA has tried to establish the precedent that all of a fiscally sponsored group's funds must be accounted for by the Sponsor, not just grant funds. She stated this was the only way to get a sense of an organization's true budget, which is important since GFTA's funding is based on budget size. She also noted that Sponsor organizations are sometimes themselves a small organization or are not arts related. She reported that in the past, there had been community resistance to changes in GFTA's rules on this matter. She stated that the compromise position adopted was the current practice of requiring the Sponsor organization to sign a document stating the sponsored group's budget had been reviewed and approved.

Mr. Killacky reported that the San Francisco Foundation requires Fiscal Sponsors to have audits.

Mrs. Concha reiterated that it was necessary for GFTA to have the entire budget of a sponsored organization.

Ms. Schulman stated that tracking non-grant income was the main issue.

Mr. Killacky noted that GFTA does not want to force small organizations into incorporating as 501(c)(3) entities, nor does it want to force Fiscal Sponsors to take on more smaller groups. However, an accurate picture of an organization's budget is desirable.

Mrs. Concha suggested that GFTA could provide some monetary and technical assistance to Fiscal Sponsors to assist with this issue, rather than merely informing them of the practices we'd like to see.

It was determined that Mr. Killacky would work with Staff members to design a new approach.

5. Balancing funding goals with the imprimatur of GFTA support

Mr. Wong explained that the issue here was GFTA's practice in recent years of making small grants to bring groups onto the docket even though the amounts awarded were below the published funding goals. He stated that this created a potential back-log of organizations funded below goal and could seem unfair to those groups, particularly since before 2001, there had been years where new grantees were brought on at goal.

It was noted that this topic is related to the policy changes scheduled to be discussed with agenda item 7. Those changes were taken up now. See attachment(s) for details.

Ms. Tookes presented the spreadsheet detailing the policy changes and their results. Regarding Policy 1, she reported that the total amount groups were underfunded over the past three docket cycles amounted to $400K.

Ms. Schulman noted that some organizations' budgets had dropped, so that if they had been brought on at goal, they would now be over goal.

Ms. Williams noted that the over-funded groups were being reduced as planned and the under-funded groups were being increased gradually. Thus, the new policies appear to be working. She stated the funding goals should be met if this current process is maintained.

Regarding Policy 2, Ms. Tookes summarized the wide discrepancies between the amounts awarded, even between parades of similar budget sizes.

Ms. Schulman noted that the 3 largest parades are funded far below the percentage level of all performing/visual arts events.

Ms. Chun noted that no groups are currently at the 25% ceiling.

Ms. Nemerovski stated she felt policy 2.3 should not be pursued.

Ms. Williams explained, for the benefit of the new Committee members, that the funding policies for the parades were changed in toto to bring this category of grants into alignment with the other groups on the docket.

Mr. Killacky suggested bringing the parades into parity with the Arts category grants over a 3-year period.

Ms. Schulman noted that grants for parades with budgets over $100K are already close to the standard goal amounts. She suggested that for those events under $100K, that the standard goal amounts be adopted with a ceiling of 50%.

Vote to amend the funding goals for Annual Celebrations and Parades to be consistent with the Arts program was unanimous.

Regarding Policy 3, the "Watch" List policies: the new policies were reviewed.

Ms. Kilduff asked that the Committee members be provided with sample letters from the previous year that contained the warning language.

Ms. Tookes noted that letters informing a group that they are being put on the "watch" list per Committee policy will be issued at the time they are put on the list as opposed to notification being in the award letter only. Further, those currently on the list will be notified prior to the February application deadline.

6. Irvine Foundation Arts Issue Paper discussion

Ms. Schulman stated she believed it was useful for GFTA to make note of other funders' approaches to addressing the issues discussed in the paper. She noted that particularly applicable to GFTA's program were the following issues:

- Technical assistance to young arts administrators
- Audience access
- The nonprofit business model
- Cultural policy

Ms. Kilduff noted that competition for audience dollars is spread beyond just other non-profit arts activities. She asked how GFTA as a City agency can adjust to the changing market, business models and distribution paradigms now emerging.

Ms. Williams noted that guidance and ideas can be gleaned from other kinds of funders, not just other arts funders.

7. Updates

Arts Task Force

Ms. Hayes stated the Task Force report was issued in March, and a response was subsequently issued. She reported that she and Ms. Schulman were meeting regularly with Richard Newirth and Nancy Gonchar, the Director and Deputy Director of the Arts Commission, respectively, as well as Debra Walker, who had chaired the Task Force. At the meetings, aligning some

processes of the two agencies is being discussed. Toward that end, a joint online application and database are being explored.

She continued by reporting that she and Ms. Schulman have also met with representatives from Compass Point Nonprofit Services to discuss subsidized technical assistance to organizations and leaders.

Ms. Schulman reported that the Arts Commission had been entrusted with $1M to develop neighborhood arts programs but they have had difficulty in identifying how the money should be spent. She stated the Mayor's intent was that this be one-time only funding, but the Board of Supervisors appears to want it to be ongoing. She noted their desire seems to be to spread arts activities throughout the districts, yet there is, as yet, no data to support the best practices for such an approach.

Mr. Killacky noted, with regards to technical assistance, that the Horizons Foundation recently created a program for LGBT organizations but the target groups did not take advantage of it.

Ms. Williams suggested that groups on GFTA's "watch" list be directed towards these resources.

Mr. Goldes suggested directing them toward the Craigslist Foundation's "Nonprofit Boot Camp."

Nonprofit Performing Arts Loan Program

Ms. Schulman noted that this program had previously been housed at and administered by the Mayor's Office of Housing, until the point-person there left the agency. There are a number of loans in arrears. The program has now been transferred to GFTA but new rules and regulations must be presented to, and approved by, the Board of Supervisors. She reported that re-payment plans are in place, and some of the loan recipients have opted to make lump-sum payments of a percentage of their outstanding loan, with the balance of the loan to be forgiven.

Staff updates

Ms. Hayes reported that Ms. Tookes has now been officially hired into her newly re-classified position as Operations and Finance Manager, while Mr. Wong has been hired as the new Program Manager. Staff is currently recruiting for the Operations and Program Associate position.

8. Miscellaneous items

Ms. Tookes pointed out that in the materials distributed prior to this meeting was a list of grantees that had not had site visits in over a year. She also pointed out the site visit evaluation form.

Ms. Hayes explained what's needed on the reports: audience numbers, demographics, production quality, and the overall quality of the event. A subjective appraisal of artistic quality could also be noted, but was of lesser importance for GFTA purposes.

Mr. Killacky inquired about the status of the San Francisco International Arts Festival.

Ms. Schulman reported that a total of $375K will bc administered by GFTA for the event, but that it was not GFTA funds. She stated $200K will come from the Airport, while the rest was derived from the Board of Supervisors' add-back process.

The meeting adjourned at 2:44 p.m.

Respectfully submitted by:

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Khan Wong

City and County of
San Francisco
City Hall, Room 347
San Francisco, CA 94102

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GRANTS FOR THE ARTS
Citizens Advisory Committee
Docket Meeting #1

Friday, April 11, 2008
9:30 a.m. – 12:30 p.m.
City Hall, Rm. 421

Advisory Committee Members Present: Clara Chun, Berta Concha, Dan Goldes, Pat Kilduff, Jackie Nemerovski, Charles Roppel, Ruth Williams

Staff Present: Kary Schulman, Renee Hayes, Valerie Tookes, Khan Wong, Brett Conner

The meeting was called to order at 9:41 a.m.

1. Approval of 2007 Fall Policy Retreat Minutes

- Ms. Chun noted certain typographical errors.
- Ms. Nemerovski suggested that the site visit requirement for new applicants be clarified to state that the visit must occur within the past two years.
- Ms. Chun requested clarification on how Grants for the Arts has supported Supervisor Dufty's proposal to create an Office of Special Events. Ms. Schulman noted GFTA did record its support of the concept, and that a search is now taking place for a special events coordinator to be housed within the Entertainment Commission. Mr. Wong will participate in the interview panel for this position.
- Ms. Kilduff suggested that City events be required to bring in revenue.

The Committee voted unanimously to approve the minutes with noted corrections and edits.

2. New Applicants for FY 2008/09 Docket

Declines

Ms. Concha stated that staff recommendations for a decline will be accepted without discussion, unless a Committee member wishes for discussion.

www.sfgfta.org | 415.554.6710 | 415.554.6711 Fax

Recommendations to decline were accepted as presented for the following groups:

- Mary Sano Studio of Duncan Dancing
- Presidio Performing Arts Foundation
- Center for the Art of Translation
- Children's Book Press
- Artship Foundation
- Eth6
- The Long Now Foundation
- Musae
- San Francisco Academy Orchestra
- San Francisco City Chorus
- Symphony Parnassus
- Ray of Light Theater
- American Indian Cultural Celebration
- RoboGames
- Trans March
- Circus Center
- Museum of the African Diaspora

The Committee then took up recommendations to fund.

LEVYdance

- Ms. Nemerovski observed the group's surplus is the same as its budget. Ms. Concha noted budget surpluses can vary from year to year, with Ms. Schulman positing this could be the result of a multi-year grant that came in one lump sum. Mr. Wong will research this further.
- Ms. Schulman added it is a positive situation for a group to have a substantial surplus.

The Committee agreed unanimously that LEVYdance meets minimum funding criteria.

Mark Foehringer Dance Project

- Ms. Kilduff noted tickets sales are only 8% of the group's revenue. Mr. Wong agreed this figure is low, and that this organization has traditionally low audience levels.
- Ms. Concha noted the large amount of board support.

The Committee agreed unanimously that Mark Foehringer Dance Project meets minimum funding criteria.

Stepology

- Mr. Goldes recused himself from discussion and voting on this group, as Barbary Coast Cloggers, a group with which he is involved, will be performing at its August event.
- Mr. Wong noted the Committee's past concerns with Stepology were its small audiences for its public performances and its slender budget. He announced that the organization has grown considerably over the past year, and its audiences are now comparable to other smaller dance groups. He added the group is on an upward trajectory.

The Committee agreed unanimously that Stepology meets minimum funding criteria. Mr. Goldes was recused.

Bay Area Video Coalition

- Mr. Wong noted BAVC produced sporadic public activities until two years ago, when it ramped up screenings at their venue and other spaces. He added the group has created a director of programming position to oversee this new enterprise.
- Mr. Wong observed the group's audiences are already solid.
- Ms. Concha noted the organization is making a substantial investment in its public programming.
- Ms. Schulman observed BAVC fills the space left by Film Arts Foundation, which has seen its public programming lapse recently.

The Committee agreed unanimously that Bay Area Video Coalition meets minimum funding criteria.

Music at Meyer

- Ms. Kilduff recused herself from discussion and voting, as she is a member of Temple Emanu-El.

The Committee agreed unanimously that Music at Meyer meets minimum funding criteria. Ms. Kilduff was recused.

sfSound

- Ms. Schulman observed this group is very dynamic and well regarded by the community.
- Ms. Kilduff noted sfSound's award for adventurous programming.

- Mr. Goldes observed the group has made many positive strides since last year's application.
- Ms. Hayes noted the group is fiscally sponsored by San Francisco Friends of Chamber Music.
- Ms. Concha inquired if the organization's administrators are all volunteers. Ms. Schulman noted they have professionalized their staffing considerably.

The Committee agreed unanimously that sfSound meets minimum funding criteria.

Asian Heritage Street Celebration

- Ms. Schulman noted this group is very dynamic and has the backing of the Asian Week Foundation and the Asian community. She described how the event will move between City neighborhoods in an attempt to be more inclusive, adding it receives good publicity.
- Ms. Concha noted the skyrocketing costs of security and permitting for City events.

The Committee agreed unanimously that the Asian Heritage Street Celebration meets minimum funding criteria.

African American Shakespeare Company

- Mr. Conner stated that this organization has responded favorably to past Committee concerns over its finances.
- Mr. Goldes noted the group has made great strides since applying last year.

The Committee agreed unanimously that the African American Shakespeare Company meets minimum funding criteria.

San Francisco Theater Festival

- Ms. Schulman noted many small theaters participate in this annual event, which consistently attracts large audiences. She added the event provides small groups with opportunities to reach out to the community.

The Committee agreed unanimously that the San Francisco Theater Festival meets minimum funding criteria.

Root Division

- Ms. Concha noted the group's large (25 member) advisory board.

- Ms. Concha noted the group received a VACF grant in 2007.

The Committee agreed unanimously that Root Division meets minimum funding criteria.

Ranking

The Committee agreed unanimously to postpone any ranking of the "Meets Criteria" groups until the Docket Meeting #4.

3. Updates

Technical Assistance

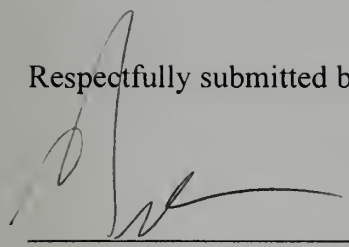
- Ms Hayes updated the Committee on plans to provide on-demand technical assistance to arts groups. Staff will work the Center for Cultural Innovation (CCI), which has a good reputation in arts community and is flexible in their ability to work with us. Scholarship money will be available for arts groups to do workshops or attend conferences. CCI also has positive ideas for the program.
- Staff noted CCI just published book on the business of art, which is very comprehensive.
- Ms. Concha inquired where GFTA funds for this project come from. Ms. Tookes responded that the source is unallocated money from the current fiscal year, and that this program will not affect the 08/09 budget.
- The Committee expressed very positive support for this program.

Regranting

- Ms. Hayes noted GFTA will work with the San Francisco Friends of Chamber Music to provide a regranting program for small chamber music ensembles. This will be similar to the existing CA$H program, which has been a great success in theater/dance. These funds will be used for marketing, performance projects, and administration. GFTA will provide $25,000 in matching funds to launch program, which should come online in the fall.
- Ms. Schulman described a similar regranting program with Southern Exposure. These funds will be used for public art projects. She noted the group's national reputation. These small grants will be used for installations and exhibits, and will be separate from any group's ongoing GFTA grant.

The meeting was adjourned at 11:08 a.m.

Respectfully submitted by:



Brett Conner, Operations & Program Associate

grants for the Arts
San Francisco Hotel Tax Fund

City and County of
San Francisco
City Hall, Room 347
San Francisco, CA 94102

GRANTS FOR THE ARTS
Citizens Advisory Committee
Docket Meeting #2

Friday, May 30, 2008
9:30 a.m. – 12:30 p.m.
City Hall, Rm. 421

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Advisory Committee Members Present: Clara Chun, Berta Concha, Dan Goldes, Jackie Nemerovski, Ruth Williams

Staff Present: Kary Schulman, Renee Hayes, Valerie Tookes, Khan Wong, Brett Conner

The meeting was called to order at 9:41 a.m.

1. Approval of Docket Meeting #1 Minutes

The Committee voted unanimously to approve the minutes from Docket Meeting #1.

2. Consent Docket

These organizations were unanimously approved for funding by the Committee, with any comments noted.

- City Arts and Lectures
- Litquake
- PlayGround
- Playwrights Foundation
- Poetry Center
- Radar Productions
- Small Press Traffic Literary Arts Center
- Youth Speaks
- 3rd I S.F. International South Asian Film Festival
- Artists Television Access
- Berlin and Beyond/Goethe Institut
- International Latino Film Festival
- San Francisco Black Film Festival
- San Francisco Film Society

- San Francisco Independent Film Festival
- Silent Film Festival
- American Bach Soloists
- Bay Area Omni Foundation for the Performing Arts
- Encuentro del Canto Popular/Accion Latina
- Golden Gate Men's Chorus
- Loco Bloco
- Actors Theatre of San Francisco
- Afro Solo Theatre Company
    - Ms. Hayes updated the Committee that the group is doing its next season at The Marsh instead of the African American Art and Culture Complex, due to an inability to attract sufficient audiences and renovations at the Complex.
- BATS Improv
- Campo Santo
- Crowded Fire Theater Company
- Cutting Ball Theater, The
- Encore Theatre Company
    - Ms. Concha noted her concerns with the organization's bookkeeping, and requested Staff relay this concern.
- Eureka Theatre Company
- EXIT Theatre
- foolsFURY
- La Pocha Nostra
- Lorraine Hansberry Theatre/SEW Productions
- New Conservatory Theatre Center
- Phoenix Arts Association Theatre/Gallery
- San Francisco Mime Troupe
- San Francisco Playhouse
- San Francisco Shakespeare Festival
- Shadowlight Productions
- Theatre Bay Area
- Theatre of Yugen
- Theatre Rhinoceros
- Artists Guild of San Francisco
- ArtSpan/Open Studios of San Francisco
- California College of the Arts
- California Historical Society
- Cartoon Art Museum
- Chinese Culture Foundation
- Chinese Historical Society of America
- Contemporary Jewish Museum, The
    - Ms. Schulman noted the museum's new building will open next week.
- Creativity Explored

- Galeria de la Raza
- Gay, Lesbian, Bisexual & Transgender Historical Society
- Museo ItaloAmericano
- Museum of Craft & Folk Art
    - Ms. Chun noted this group is one of many with concerns over imminent rent increases.
- Museum of Performance & Design
- National Japanese American Historical Society
- Precita Eyes Muralists Association, Inc.
- San Francisco Art Institute
- San Francisco Camerawork
- San Francisco Museum and Historical Society
    - Mr. Goldes recused himself from voting on this group, given a possible relationship with the San Francisco Convention and Visitors Bureau.
    - Ms. Concha suggested staff meet with the group to discuss its budget, programming, and public activities.
- Southern Exposure Gallery
- Visual Aid: Artists for AIDS Relief

3. Discussion Docket

Queer Women of Color Media Arts Project

- Ms. Hayes noted this group, new to the docket, is doing well. Its 2008 will be held at Brava Theatre, building on the success of last year's event.
- Ms. Concha observed the group projects its budget to double next year. Ms. Hayes responded that the group is expecting new grants, which have been confirmed.

The Committee agreed unanimously to approve funding for Queer Women of Color Media Arts Project.

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Golden Thread Productions

- Ms. Concha noted that this group, new to the docket, took a temporary pause in its programming. She suggested a policy be implemented to address this kind of situation, adding that having groups inform staff in advance of any planned reductions in programming could be one component.
- Ms. Schulman suggested that grantees experiencing a temporary reduction in programming could have their funds earmarked for direct costs of public performances in San Francisco.
- Ms. Concha expressed concerns about minimum eligibility requirements in this situation, and tabled additional discussion until the annual retreat.

The Committee agreed unanimously to approve funding for Golden Thread Productions.

Black Rock Arts Foundation

- Mr. Conner noted this group, new to the docket, recently hired a new executive director.

The Committee agreed unanimously to approve funding for Black Rock Arts Foundation.

San Francisco Museum of Craft+Design

- Mr. Conner noted this new group is facing an increase in rent, and will lose a major source of contributed revenue this year.

The Committee agreed unanimously to approve funding for the San Francisco Museum of Craft+Design.

Kronos Quartet

- Ms. Concha suggested the group receive a special award letter, stating the Committee's interest in it performing more often in San Francisco, perhaps in a self-produced season or by working with other local groups, increasing its San Francisco presence.

The Committee agreed unanimously to approve funding for Kronos Quartet.

42nd Street Moon

- Ms. Concha noted this group was on last year's Watch List, and has shown improvement in addressing past financial issues since then.
- Mr. Goldes added a recent site visit was very well attended.

The Committee agreed unanimously to remove 42nd Street Moon from the Watch List, and to approve funding.

American Conservatory Theater

The Committee agreed unanimously to approve funding for American Conservatory Theater.

Lobster Theater Project, The

- Mr. Wong noted this group is experiencing a leadership transition at this time, while scaling back production activity. He added there are no eligibility issues at this time, and that the organization's board is very active.

The Committee agreed unanimously to approve funding for The Lobster Theater Project.

Magic Theater

- Ms. Schulman noted a general concern over the organization's leadership transition and ongoing deficit. She added the new artistic director is highly regarded in the theater community.

The Committee agreed unanimously to approve funding for the Magic Theater.

African American Historical and Cultural Society

- Ms. Tookes noted this group is in process of having its grant reduced to conform with funding goals.
- Mr. Goldes inquired what the staff interaction with the group has been. Ms. Hayes responded staff has had ongoing meetings with them, but that the organization has no paid staff and an unwieldy board. She added the group continues to produce public programs, and does not have a deficit.
- Ms. Tookes observed the group had been on Watch List, but was removed last year.
- Goldes – group would be good candidate for technical assistance, but unfortunately there is no paid staff to assist
- Staff agreed to meet with Board President Alfred Williams for an update on the board's activities and competencies.

The Committee agreed unanimously to approve funding for the African American Historical and Cultural Society.

Exploratorium

- Ms. Schulman noted the organization's leadership transition, and its ongoing negotiations to relocate from the Palace of Fine Arts.

The Committee agreed unanimously to approve funding for the Exploratorium.

San Francisco Museum of Modern Art

The Committee agreed unanimously to approve funding for the San Francisco Museum of Modern Art.

4. Updates

San Francisco Friends of Chamber Music

- Ms. Hayes provided an update on the proposed regranting program, stating the Hewlett Foundation recently announced a matching grant to our award. It has also applied to the Heller Foundation.

Office of Special Events

- Mr. Wong noted that interviews for the new position within the Entertainment Commission were held, but there is no information on a final candidate.

The meeting was adjourned at 11:06 a.m.

Respectfully submitted by:

Brett Conner, Operations & Program Associate

grants for the Arts
San Francisco Hotel Tax Fund

City and County of
San Francisco
City Hall, Room 347
San Francisco, CA 94102

GRANTS FOR THE ARTS
Citizens Advisory Committee
Docket Meeting #3

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MAY 27 2009

SAN FRANCISCO
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Wednesday, June 25, 2008
9:30 a.m. – 12:30 p.m.
City Hall, Rm. 421

Advisory Committee Members Present: Clara Chun, Berta Concha, Dan Goldes, Pat Kilduff, Jackie Nemerovski, Charles Roppel, Ruth Willliams

Staff Present: Kary Schulman, Renee Hayes, Khan Wong, Brett Conner

Members of Public Present: Jason Schulterbrant

The meeting was called to order at 9:42

1. Approval of Docket Meeting #2 Minutes

The Committee voted unanimously to approve the minutes from Docket Meeting #2.

2. Nonrecurring Events Fund

Chinese Cultural Productions

The Committee agreed unanimously to approve funding for Chinese Cultural Productions.

Society of Dance History Scholars

- Mr. Wong noted this event is an academic conference produced by groups outside San Francisco.
- Ms. Schulman observed there is little public performance activity associated with the event.

The Committee agreed unanimously to decline funding for the Society of Dance History Scholars.

Golden Thread Productions

- Ms. Kilduff inquired if Golden Thread's status as a new docket organization makes it ineligible for NREF funding. Ms. Schulman noted there are no such requirements.

The Committee agreed unanimously to approve funding for Golden Thread Productions in the amount of $5,500, for advertising and promotional expenses only.

Gay, Lesbian, Bisexual & Transgender Historical Society

- Ms. Williams requested clarification on the planned program. Ms. Schulman described the event, highlighting the Society's involvement in the film "Milk," and the project's ability to draw attention both to the organization and to the City.
- Ms. Concha noted the positive "domino effect" of GFTA funding to this organization.

The Committee agreed unanimously to approve funding for the Gay, Lesbian, Bisexual & Transgender Historical Society.

Museo ItaloAmericano

- Ms. Concha noted this project involves agencies GFTA would otherwise not be able to fund.

The Committee agreed unanimously to approve funding for Museo ItaloAmericano.

General Discussion

- Ms. Concha asked about the creation of a point system for the NREF program, similar to that used with the Voluntary Arts Contribution Fund.
- Ms. Hayes noted that since the applications vary so much, a point system would be difficult to implement.

3. Discussion Docket

Asian American Dance Performances

- Mr. Wong noted that the organization has been struggling for some time, and recently acquired new leadership. Staff concerns are around the group's management and financial issues, such as fundraising.

- Mr. Wong added that the organization has a large project now underway and due to open in 2009. It received a large Creative Work Fund grant for this work.
- Ms. Concha noted the group's four years on the Watch List and several incomplete applications.
- Mr. Goldes asked what GFTA can do to assist this organization. Mr. Wong suggested they would be a good candidate for the new technical assistance programs.
- Ms. Concha recommended the group receive a letter emphasizing the availability of technical assistance.
- Ms. Kilduff suggested moving the group to the Eligibility Issues/Watch List.
- Ms. Nemerovski suggested the group receive a reduced grant.
- Ms. Kilduff stated that funds should be restricted to direct public programmatic expenses.

The Committee agreed unanimously to place Asian American Dance Performances on the Eligibility Issues/Watch List. In addition, the group will receive a decreased grant award in 2008/09, and receive a letter stating the Committee's concerns.

Kunst-stoff

- Mr. Wong noted that this organization, formerly housed at and supported by ODC, has struggled since obtaining its own 501(c)(3).
- Mr. Goldes suggested this is the time for GFTA to nurture this group, perhaps through technical assistance.
- Mr. Wong noted the organization is well regarded artistically.

The Committee agreed unanimously to place Kunst-stoff on the Eligibility Issues/Watch List and to recommend technical assistance.

San Francisco Ballet

The Committee agreed unanimously to approve funding for San Francisco Ballet.

San Francisco Hip Hop Dance Festival

- Staff noted this organization, new to the docket for 07/08, is doing very well and drawing large audiences.
- Ms. Kilduff noted her concerns over the rent increase at the Palace of Fine Arts.

The Committee agreed unanimously to approve funding for the San Francisco Hip Hop Dance Festival.

Stephen Pelton Dance Theater

- Staff noted this organization has been on the Watch List for two years due to declining audience levels.
- Mr. Wong noted he has met with the group's directors to discuss Committee concerns. He added the company recently completed a home season at Dance Mission and is making positive steps forward, with an ambitious project planned for 2009.

The Committee agreed unanimously to keep Stephen Pelton Dance Theater on the Eligibility Issues/Watch List.

San Francisco Cinematheque

- Ms. Schulman noted this group has had leadership turnover, and is currently involved in an executive director search. Its programming will continue during this process.
- Ms. Concha noted the organization's numbers have been very stable over a long period of time.

The Committee agreed unanimously to approve funding for San Francisco Cinematheque.

Eth-Noh-Tec Creations

- Ms. Schulman noted this group has little public performance activity in the City. The organization's grant is restricted to San Francisco performances, but in the past has had difficulty finding enough eligible expenses to reimburse for.
- Ms. Chun requested staff research how much the group has reimbursed for in 2007/08.

The Committee agreed unanimously to keep Eth-Noh-Tec Creations on the Eligibility Issues/Watch List. In addition, its 2008/09 grant award may be reduced due to the lack of a San Francisco presence.

Irish Arts Foundation

- Mr. Wong noted the Irish Film Festival appears to be building momentum and has focused its programming. He recommended the group be removed from the Watch List.
- Mr. Goldes noted the organization receives a good deal of press coverage.
- Ms. Kilduff observed GFTA funding is a smaller portion of the group's annual budget, showing additional revenue is coming in.

The Committee agreed unanimously to remove Irish Arts Foundation from the Watch List.

Z Space Studio

- Ms. Schulman noted this group has been in a leadership transition and is expected to rebound more strongly after the new executive director is more secure.

The Committee agreed unanimously to approve funding for Z Space Studio.

Composers, Inc.

- Ms. Hayes noted the group has small audience numbers and is reducing its activity as it prepares for its 25th anniversary season, which will include special projects.
- Ms. Kilduff noted the organization's large budget compared to its small audience numbers, and its low tourist activity. She suggested placing the group on the Eligibility Issues/Watch List.

The Committee agreed unanimously to place Composers, Inc., on the Meets Criteria/General Concern List. The group will receive a letter stating Committee concerns.

The Committee requested that a discussion of a minimum audience size/audience goal be added to the next retreat agenda.

Pacific Chamber Symphony

- Ms. Hayes noted the group is streamlining operations and delegating more tasks to volunteers. It has small audience numbers and is working to reduce its accumulated deficit. It is also reducing its program activity.

The Committee agreed unanimously to place the Pacific Chamber Symphony on the Eligibility Issues/Watch List.

San Francisco Opera

The Committee agreed unanimously to approve funding for San Francisco Opera.

San Francisco Symphony

The Committee agreed unanimously to approve funding for the San Francisco Symphony.

4. Consent Docket

These organizations were unanimously approved for funding by the Committee, with any comments noted.

- ABADA Capoeira San Francisco
- Anne Bluethenthal & Dancers
    - Ms. Kilduff noted this group's attendance has gone down significantly.
    - Ms. Chun noted her concern that this organization's projections are rarely met.
- Bay Area National Dance Week
- Capacitor
    - Ms. Kilduff noted the group's attendance is down but its budget has increased.
    - Mr. Wong suggested this organization receives income from private functions and that these audience numbers are not included in its GFTA application.
- Chhandam Chitresh Das Dance Company
- Chinese Cultural Productions
- Dance Brigade
- Danceart, Inc.
- Dancers' Group
    - Mr. Wong noted this group is a regular presenter of dance performances, especially free ones. This organization is better known as a service organization and fiscal sponsor.
- Deborah Slater Dance Theater/ Art of the Matter
- Epiphany Productions/Sonic Dance Theater
- Flyaway Productions
- Janice Garrett & Dancers
- Jess A. Curtis/Gravity Physical Entertainment
- Joe Goode Performance Group
- LINES Ballet
- Margaret Jenkins Dance Company
- Na Lei Hulu I Ka Wekiu

- ODC/San Francisco
- Purple Moon Dance Project
- Robert Moses' Kin
- San Francisco Ethnic Dance Festival/World Arts West
- Scott Wells & Dancers
- Smuin Ballet
- Theatre Flamenco of San Francisco
- Yaelisa & Caminos Flamencos
- Zaccho Dance Theatre
- American Indian Film Institute
- Arab Film Festival
- Center for Asian American Media
- Frameline
- San Francisco Jewish Film Festival
- 509 Cultural Center
- Asian Improv aRts
- Asian Pacific Islander Cultural Center
- BRAVA! for Women in the Arts
- CounterPULSE
- Cowell Theater/Fort Mason Foundation
- Cultural Odyssey
- First Voice
- Footloose Dance Co.
- Fresh Meat Productions
- Humanities West
- Intersection for the Arts
- Jewish Community Center of San Francisco
- Kearny Street Workshop
- Kulintang Arts
- Marsh, The
- New Langton Arts
- ODC Theater
    - Ms. Concha noted the group's large deficit. Ms. Schulman noted that this is the difference between the actual cost of events and revenue they generate. She added the ODC parent company covers deficits for the theater while it is producing at Theatre Artaud.
- QCC-the Center for LGBT Art & Culture
- San Francisco Center for the Book
- San Francisco Maritime National Park Association
    - Ms. Williams noted the group's large budget and audience increase for the Tall Ships celebration.
    - Ms. Hayes noted that numerous staff changes have made the organization's reporting uneven.
- San Francisco Performances

- Slavonic Cultural Center
- Society for Art Publications of the Americas
- Stern Grove Festival Association
- The.art.re.grup, Inc./The Lab
- Chamber Music Partnership, Inc.
- Chamber Music San Francisco
- Cypress String Quartet
- Del Sol Performing Arts Organization
- Door Dog Music Productions
- Earplay
- Golden Gate Performing Arts
- Lamplighters/Opera West Foundation
- Lesbian/Gay Chorus of San Francisco
- Magnificat
- Melody of China, Inc.
- Midsummer Mozart Festival
- MSA/People in Plazas
- New Century Chamber Orchestra
- Noe Valley Chamber Music Series
- Noontime Concerts
- Old First Concerts
- Paul Dresher Ensemble
- Philharmonia Baroque Orchestra
- Rova: Arts
- San Francisco Bach Choir
- San Francisco Boys Chorus
- San Francisco Conservatory of Music
- San Francisco Lesbian/Gay Freedom Band

4. Updates

Budget

- Ms. Schulman noted GFTA's 2008/09 budget is expected to be flat from last year.

Office of Special Events

- Mr. Wong noted that a Special Events Coordinator has been hired by the Entertainment Commission.

The meeting was adjourned at 11:56 a.m.

Respectfully submitted by:

Brett Conner, Operations & Program Associate

grants for the Arts
San Francisco Hotel Tax Fund

City and County of
San Francisco
City Hall, Room 347
San Francisco, CA 94102

GRANTS FOR THE ARTS
Citizens Advisory Committee
Docket Meeting #4

Thursday, July 24, 2008
9:30 a.m. – 12:30 p.m.
City Hall, Rm. 370

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MAY 27 2009

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Advisory Committee Members Present: Berta Concha, Pat Kilduff (arrived at 10:45 a.m.), John Killacky, Jackie Nemerovski, Charles Roppel

Staff Present: Kary Schulman, Renee Hayes, Valerie Tookes, Khan Wong, Brett Conner

The meeting was called to order at 9:41 a.m.

1. Approval of Docket Meeting #3 Minutes

The Committee voted unanimously to approve the minutes from Docket Meeting #3.

2. Discussion Docket

CELLSpace

- Mr. Wong noted the organization's budget had grown substantially due to a series of past foundation grants, which have now ended. The group's board has taken up management of the volunteer organization, and is now focusing on income-generating activities. The group's ongoing public performances continue to meet funding criteria, and Staff will continue to monitor the group's progress.
- Ms. Concha noted the organization's stable audience numbers, though the lack of free events did result in a decrease.

The Committee agreed unanimously to approve funding for CELLSpace.

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Young Audiences of Northern California

- Ms. Schulman observed that the group's grant has been reduced over the past several years, and will likely be reduced toward goal once again in 2008/09. The organization has hired a new executive director (the third within two years), and new board leadership is in place. The group's public performances meet minimum funding criteria.
- Ms. Nemerovski asked if the group still does performances in schools. Ms. Schulman responded that it does.
- Mr. Killacky indicated that he has met with the new executive director.
- Ms. Concha noted the group has been on the Watch List in the past.
- Mr. Roppel noted he saw the group perform recently at Stern Grove in conjunction with LINES Ballet, and reported the activity was positively received.
- Ms. Concha observed the organization's GFTA grant is a very large percentage of their total budget. Staff noted this is an artifact of the group's accounting practices and the fact that the eligible public activities have declined. Ms. Schulman added that the group's budget dropped after the grant level had been determined.

The Committee agreed unanimously to keep Young Audiences of Northern California on the Eligibility Issues/Watch List.

Instituto Pro Musica de California

- Mr. Killacky noted the group's public performances are very strong.
- Ms. Concha recommended the group's funds be restricted to public performances only.

The Committee agreed unanimously to approve funding for Instituto Pro Musica de California. The organization's 2008/09 grant will be restricted to costs directly associated with its public performances.

Other Minds

- Ms. Hayes stated that this group is solid financially and programmatically. Staff is concerned over the group's small attendance figures.
- Mr. Killacky noted group's website is a valuable resource for new music performers and appreciators.
- Ms. Hayes noted group's budget is for broad range of activities in addition to its public activities.

The Committee agreed unanimously to approve funding for Other Minds.

[At this point, Associate City Administrator Linda Yeung joined the meeting. She was introduced to Committee members and given a description of the Committee's activities. She left following these discussions.]

San Francisco Gu-Zheng Music Society

- Ms. Hayes stated that the organization's levels of programming and audience are a concern. Happily, after the summary was written, the group had a successful sold-out performance at the Herbst Theater.
- Ms. Hayes added the organization has recently won national and international awards.

The Committee agreed unanimously to approve funding for the San Francisco Gu-Zheng Music Society.

Volti

- Ms. Hayes noted the frequency of staff turnover in this organization, with a new executive director now in place, and that a major donor has stopped providing funding to the organization. Its programming levels are low.
- Ms. Hayes noted the group has won an award for adventurous programming.

The Committee agreed unanimously to approve funding for Volti.

Carnaval/Mission Neighborhood Centers

- Mr. Wong updated the Committee that the organization's 2008 event showed areas of concern. Staff received an after-the-event request from the Mayor's office for an additional $25,000 for this event.
- Staff is scheduled to meet with the organization's director next week.

The Committee agreed unanimously to approve funding for Carnaval/Mission Neighborhood Centers.

Castro Street Fair

The Committee agreed unanimously to approve funding for the Castro Street Fair.

Comite Mexicano Civico Patriotico

- Mr. Wong pointed out that the group's budget is solely their GFTA grant. The group continues to lack administrative capacity.
- Mr. Conner noted that the organization's president and main GFTA contact died this past year, and his replacements are unfamiliar with our practices.
- Staff noted the group produces an excellent, well-attended community event.
- Mr. Killacky inquired if we should require the group to get additional funding, such as a matching grant. Ms. Schulman responded this is not a current GFTA policy.

The Committee agreed unanimously to approve funding for the Comite Mexicano Civico Patriotico.

Intercultural Institute of California

- Ms. Schulman noted there was no 2008 Min Sok event, following a disappointing 2007 festival.
- Staff recommended carrying forward the group's unused 2007/08 grant, and requiring a 2009 festival plan and budget before any funds are committed.

The Committee agreed unanimously to keep the Intercultural Institute of California on the Eligibility Issues/Watch List. 2008/09 funds will not be committed until Staff has received a plan for the 2009 Min Sok Festival.

Asian American Theater Company

- Mr. Killacky noted the group's deficit is as large as its projected budget.

The Committee agreed unanimously to keep the Asian American Theater Company on the Eligibility Issues/Watch List.

Traveling Jewish Theatre

- Mr. Killacky noted that while the organization has had financial difficulties in the past, it is a valuable community asset.

The Committee agreed unanimously to approve funding for Traveling Jewish Theatre.

3. Consent Docket

These organizations were unanimously approved for funding by the Committee, with any comments noted.

- Pocket Opera
- San Francisco Chamber Orchestra
- San Francisco Chanticleer
- San Francisco Choral Artists
    - Ms. Kilduff noted the group's declining attendance.
    - Ms. Concha added that its budget is also declining.
- San Francisco Choral Society
- San Francisco Contemporary Music Players
- San Francisco Girls Chorus
- San Francisco Jazz Organization/SFJAZZ
- San Francisco Live Arts
- San Francisco Lyric Opera
- Bernal Heights Neighborhood Center
    - Mr. Killacky stated that this group, as a neighborhood festival, does not appear to meet GFTA eligibility.
    - Ms. Schulman noted that since the organization has been on the docket, other street fairs, i.e. Castro Street Fair, have been added as well. The event is widely-publicized and hires local artists as performers.
- California Dragon Boat Association
- Chinatown Merchants Association
- Chinese Chamber of Commerce
- Cinco de Mayo/ Mission Neighborhood Centers
- Columbus Day Celebration
    - Ms. Kilduff requested that the event's name be changed in our records to the Italian Heritage Parade.
- Comedy Day, Inc.
- Dyke March
- Filipino American Arts Exposition
- Filipino American Development Foundation
- Folsom Street Events
    - Mr. Wong noted complaints received by Staff from several members of the public asking for GFTA to end funding to the organization.
- Hellenic Federation of Northern California
- Korean American Community Center San Francisco
- National Samoan Chiefs Council
- Nihonmachi Street Fair, Inc.
- Pacific Islanders' Cultural Association
- Russian Center of SF, Inc.
- Sakura Matsuri, Inc.
- San Francisco Juneteenth

- SF LGBT Pride Celebration Committee, Inc.
- United Irish Societies of SF, Inc.
- Vietnamese Community Center of San Francisco
- City Guides
- KPOO-FM
- San Francisco Architectural Heritage
- USO of Northern California
    - Mr. Roppel asked if the Airport should administer this group's grant. Staff will research this option.

The Committee added a potential agenda item for the annual retreat: the discussion of possible guidelines on reporting and estimating tourist attendance.

4. Index of Recommendations

Spreadsheets were handed out to outline staff recommendations for 2008/09 funding of the following:

Late and/or Incomplete Organizations

- Staff suggests further discussion of potential policies involving chronically late/incomplete applicants. This could be an agenda item for the next annual retreat.
- Mr. Roppel stated that additional penalties may not be in order, as any late/incomplete applicants lose 10% of their grant.
- Ms. Nemerovski noted that the penalty amount could be increased for repeated late/incomplete applicants.

The Committee agreed unanimously to accept staff recommendations.

General Concern/Watch List Organizations

- Staff noted that past Committee notation to reduce the award amounts of certain organizations on the Watch List would create a policy issue, as GFTA has no existing framework for reducing a group's grant for any reason other than being overfunded based on budget size guidelines.
- Staff recommended not reducing these grants for 08/09, but to discuss at the annual retreat other criteria for reducing grants.
- Mr. Wong noted that Stephen Pelton Dance Theater, now in its third year on Watch List, has submitted updated audience figures for CY 2008. The group has shown significant improvement from CY 2007.

The Committee agreed unanimously to accept staff recommendations.

Over Goal Organizations

- Ms. Schulman noted that this list has shrunk in recent years, indicating greater consistency in our funding and progress toward equity across the docket vis-à-vis GFTA goals.

The Committee agreed unanimously to accept staff recommendations.

Largest Six Organizations

- Ms. Schulman noted that the 03/04 award level does not represent the highest historical grant level for these groups.
- Mr. Killacky observed that San Francisco Opera's budget has decreased in recent years, and San Francisco Ballet's has increased.

The Committee agreed unanimously to accept staff recommendations.

New Groups

- Mr. Killacky stated it is important to keep adding new groups to the docket.
- Ms. Concha asked for confirmation that Root Division's potential grant would be for public events, not educational programming. Staff stated that yes, education programs are not eligible for reimbursement and this will be stated in their award letter.

The Committee agreed unanimously to fund all ten eligible new groups.

Under Goal Organizations

- Ms. Schulman noted Scenario A has the largest impact on groups that are most under goal; Scenario B spreads money to the most groups; and Scenario C presents funding to more groups than A, but fewer than B, in a more nuanced manner.
- Ms. Kilduff noted none of these groups are on the Watch List.

The Committee voted on the Scenarios as follows:

Ms. Nemerovski voted for Scenario A.
Mr. Killacky voted for Scenario B.
Ms. Concha voted for Scenario B.
Ms. Kilduff voted for Scenario C.
Mr. Roppel voted for Scenario B.

The Committee voted to approve Scenario B for increase in funding under goal organizations. Unless previously noted above, all other grant amounts will be held steady for organizations which continue to meet criteria.

The meeting was adjourned at 11:58 a.m.

Respectfully submitted by:

Brett Conner, Administration and Communications Manager

grants for the Arts
San Francisco Hotel Tax Fund

City and County of
San Francisco
City Hall, Room 347
San Francisco, CA 94102

2008 Citizens Advisory Committee Fall Policy Retreat

Friday, December 5, 2008
9:00 a.m. – 3:30 p.m.

Zero Divide
425 Bush Street, Suite 300
San Francisco, CA

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Minutes

Advisory Committee Members Present: Clara Chun, Berta Concha, Dan Goldes (arrived 10:13), Pat Kilduff, John Killacky, Jackie Nemerovski, Ruth Williams

Staff Present: Kary Schulman, Renee Hayes, Valerie Tookes, Khan Wong, Brett Conner

The meeting was called to order at 9:22 a.m.

1. Review of Minutes from Docket Meeting #4

The Committee voted unanimously to approve the minutes from Docket Meeting #4.

II. VACF Priorities

- Staff noted that grantees can now use their general operating support grants for capital purchases, which was not the case in 1999 when the policy to condense VACF priorities into two levels was initiated.
- Ms. Concha noted third item of the first priority and first item of the second priority are very similar. Mr. Killacky suggested these be combined to one single priority.
- Ms. Concha asserted health and safety issues should be equivalent priorities for artists and audiences.
- Mr. Killacky noted that the current Wallace initiative focuses on technology, and that most arts groups are not participating in Web 2.0. He suggested technology should be considered a first priority.
- Ms. Schulman noted the VACF was initially conceived to address health and safety concerns, and later expanded to include artist and audience issues.

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- Ms. Tookes noted that in past VACF rounds there have not been enough groups with health and safety issues to fully utilize available funds.
- Ms. Kilduff suggested that technology should be eliminated from VACF priorities, favoring to reallocate some funds to more adequately address issues of technology for docket grantees.
- Ms. Tookes suggested encouraging ongoing grantees to build technology needs into their annual general operating support grants. Mr. Conner noted many VACF-funded groups are not ongoing grantees and have no other option to address their technology, or other, concerns.

The Committee voted unanimously to eliminate technology as a VACF priority. In addition, the final item of the First priority (improve the capacity of dance spaces) should (1) be more generalized by replacing "dance" with "venues" and (2) be combined with the second item of the Second priority (significantly improve an organization's artistic presentation).

III. Tourist Estimates

- Mr. Killacky noted that tourist estimates are an essential component of the GFTA application, as GFTA funds originate from the hotel tax.
- Mr. Conner noted all elements of the application are important, and it may be awkward to single out tourist estimates.
- Mr. Killacky suggested any missing information should lead to the application being found incomplete, with the applicable penalty assessed.
- Ms. Schulman suggested that this year staff request tourist estimates if any are found missing on a submitted application. In the future staff can find such omissions as grounds for an incomplete application after making this clearly known in advance to all applicants.

The Committee voted unanimously not to consider any applicant omitting tourist estimates as incomplete in 2009, but to do so in 2010. Applicants will be provided this information in advance, including reasoning as to why tourist numbers are important to the program.

IV. GFTA Budget

- Staff requested early guidance from the Committee for deciding operating decisions in what may be a difficult budget year.
- Ms. Schulman noted that while GFTA has not been asked at this time to make a FY 2008/09 budget cut, this may happen, and there may be more cuts next fiscal year.[1] She added past cuts have been made across the board, proportional to the size of grant, and to select organizations.

[1] Since the policy retreat, GFTA was asked to make a 7% cut to the 2008/09 grants of the six largest organizations.

- Mr. Killacky noted foundations make up a significant part of the art community's budgets. He added many foundations are seeing reduced assets and have instigated grant cuts. This will be a three-year cycle for foundations. He noted that two large San Francisco arts organizations now have endowments below corpus, and that many more report single ticket declines.

[Pause here for California Cultural Data Project discussion; see Section V below]

- Mr. Killacky suggested creating scenarios for the Committee to work with in another meeting (i.e. Global Business Network's scenario planning). This should include the imagination of a paradigm shift, with the possibility if hiring an outside professional to work with GFTA. Mr. Killacky will forward a similar report from Media Arts.
- Ms. Concha suggested entering the scenario planning process with little initial structure.
- Ms. Williams requested reporting on the state of the current process, strategic development, core value assessments. She added that contingency planning is not necessarily negative.

The Committee voted unanimously to engage a facilitator to assist in scenario planning.

V. California Cultural Data Project

- Lauren E. Hooten of the Pew Charitable Trusts presented the California Cultural Data Project (CDP) to the Committee. She facilitated a live demonstration of the site and its reporting capabilities.
- Neville Vakharia joined on conference call from Pennsylvania.

VI. Audience Number Threshold

- Mr. Killacky noted some groups take considerable time to develop work, and some spend considerable time in other locations.
- Ms. Kilduff expressed an interest in the subsidy-per-person, as well as in trends.
- Ms. Concha noted a consistent low audience trend is an issue for policy.
- Mr. Killacky noted audiences may trend downward globally in the immediate future due to the current economic crisis.
- Ms. Williams suggested staff provide more detailed reporting, showing trends over time (three years), for watch list groups and within categories. Staff agreed to prepare these reports at the beginning of the docket cycle.

The Committee voted unanimously to take no action on this item.

VII. Minimum Budget Amount to Apply

- Ms. Williams noted a minimum eligible budget level may not treat small groups fairly, and may carry with it other issues associated with implementing such a policy.
- Ms. Chun noted the California CDP will make it easier for small-budget groups to apply for funding.
- Ms. Schulman noted groups with budgets under $35,000 if brought onto the docket would already be over GFTA funding goals.

The Committee voted unanimously to add a $35,000 minimum budget size as an eligibility criterion beginning with the February 2010 application. Wording for this criterion will involve utilizing budget goals. Staff will work on appropriate wording for eligibility.

VIII. Pause in Organizational Programming

- Mr. Wong noted that this discussion involves groups who preemptively tell GFTA of their plans to reduce programming, as well as those whose plans GFTA learns of through other means.
- Ms. Schulman noted that more groups may be taking longer to develop work in the near future, given the declining economy.
- Ms. Kilduff stated her disinclination to penalize organizations for temporary programming changes.
- Ms. Nemerovski suggested looking at this issue on a case-by-case basis, not as a blanket policy. Ms. Kilduff agreed.
- Ms. Williams noted that language of available public performances should be included in both the grant agreement and cover letter.
- Ms. Hayes suggested adding to the cover letter that organizations inform staff of any impending programming changes.

The Committee voted unanimously not to make any policy regarding pauses in organization programming. Staff will change the award letter to encourage groups to notify staff of any programming changes.

IX. Chronically Late and/or Incomplete Applicants

- Mr. Goldes agreed with staff recommendations to add multiple late/incomplete groups to the Watch List.
- Mr. Conner suggested these organizations might be better suited to the new Meets Criteria/General Concern list. Ms. Tookes noted that existing policy is to add to the Watch List.

The Committee voted unanimously to add groups found late or incomplete two or more times to the Watch List.

X. Fort Mason Center/Cowell Theater

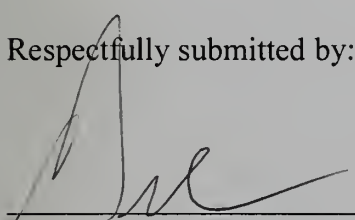
- Ms. Kilduff noted concerns at Fort Mason over the Magic Theater and the Mexican Museum in arrears with their rent.
- Ms. Kilduff noted GFTA grants to the Cowell Theater are used to subsidize the rent of groups using the theater. "In Performance" is the name of this program. She inquired whether this subsidy should be more active than passive, as it is currently implemented. Current practice is to give the subsidy only to groups that explicitly request it.
- Ms. Schulman noted when this program began there were specific eligibility criteria for this funding.
- Ms. Kilduff noted the GFTA subsidy can now be used for groups based outside San Francisco.
- Ms. Kilduff will provide the Committee a set of proposed eligibility guidelines.

XI. Updates and Announcements

- Ms. Hayes updated the Committee on the San Francisco Friends of Chamber Music regranting program, called the Musical Grant Program.
- Ms. Hayes updated the Committee on the San Francisco Creative Capacity Fund, an on-demand technical assistance program done in conjunction with the San Francisco Arts Commission.
- Ms. Schulman provided an update on the Wallace convening in Oakland and the Big List program.
- Mr. Wong updated the Committee on the redesign of the Diverse Destinations brochure and website.
- Ms. Schulman provided an update on the update of SFArts.org.

The meeting was adjourned at 2:26 p.m.

Respectfully submitted by:



Brett Conner, Administration and Communications Manager